

GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

Labour, Employment, Training & Factories Department - Employment & Training – State Award to the Best Instructors working in Government ITIs – Constitution of Regional Level Selection Committee and State Level Committee and the selection procedure for selecting Best Instructors working in the Government ITIs in the State – Orders – Issued.

LABOUR EMPLOYMENT TRAINING & FACTORIES (Emp) DEPARTMENT

G.O.Rt.No. 111,

Dated:21.01.2011.

Read:-

From the Commissioner of Employment and Training, Andhra Pradesh,
Hyderabad Lr.No.B1/C2/2613/2009, dt:8.12.2009.

ORDER:-

In the circumstances reported by the Commissioner of Employment and Training, Andhra Pradesh, Hyderabad in his letter read above, the Government after examination hereby decided to institute an award for the Best Instructor in each of the trades in the Government ITIs in the State and honour them with a cash award of Rs.1,000/- (Rupees one thousand only) and a shawl along with a merit certificate.

2. Accordingly, the following Committees are constituted at the Regional Level and State Level Committee for selection of the Best Instructors in all trades commonly taught in ITIs in the State with the following Members:-

Regional Level Selection Committee

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| 1. Regional Deputy Director | .. Chairman |
| 2. Senior most Principal in the Region | .. Member / Convenor |
| 3. Head of the Department / Lecturer in Govt. Polytechnic | .. Member |

The Regional Deputy Director shall coopt the Lecturer from Government Polytechnic located in his headquarters in consultation with the Principal.

State Level Committee

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| 1. Commissioner, Employment and Training | .. Chairman |
| 2. Additional Director (Trg) | .. Member / Convenor |
| 3. Joint Director (Exam) | .. Member |
| 4. President / Secretary of A.P. Govt. ITI / DLTCs Staff | .. Member |
| 5. President/Secretary of Telangana Non-Gazetted Employees Association of Employment and Training. | .. Member |

(P.T.O)

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3. The criteria to be taken in to account for the selection of Best Teacher shall be as follows:-

Sl.No.	Criteria to be taken into account	Marks to be awarded
01.	A. Instructor with minimum 5 to 10 years experience	2
	B. Instructors with more than 10 years experience	3
02.	Qualifications: a) Certificate holder b) Diploma holder c) Degree holder d) all academic degree / PG qualifications	1 2 3 2
03.	Preparation of models and teaching aids	1
04.	Weekly assessment of trainees	1
05.	Maintenance of section records	1
06.	Maintenance of Machinery and Equipment	1
07.	No.of job orders undertaking	1
08.	Motivation to trainees	1
09.	Results of trainees (a) Pass percentage above 90 (b) Pass percentage between 75 to 90	3 2
10.	Punctually in attending duty	1
11.	Literature prepared and submitted	2
12.	Participation in extra curricular activities like sports / debate / cultural programmes	1
13.	Socio Economic services	1

4. The selection procedure should be followed to the Best Teacher is as follows:-

The District Convenor received nominations from the Principals of ITIs in district trade wise.

1. The Principals shall send the nominations of the Instructors who have put in minimum of 5 years service. The Instructors include the staff dealing with the subjects like Workshop Calculations and Science, Engineering Drawing and Trade Theory.
2. The nominations shall be sent for such trades which are available at least in 5 ITI in the region.
3. The nominations shall be based on the performance of the Instructors for the preceding 3 years.
4. Every year the nominations shall be sent to the District Convenor by 15th November.
5. The District Convenor shall forward the consolidated nominations to the Regional Deputy Directors by 25th November.
6. The Regional Deputy Directors shall shortlist the nominations trade wise and send it to the Commissioner of Employment and Training by 15th December.

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7. The Commissioner of Employment and Training shall complete the selection process of the Best Instructor by 25th December.

5. The Commissioner of Employment and Training, Andhra Pradesh, Hyderabad shall send proposals for awarding Best Instructors Award based on the recommendations of the Regional Level Selection Committee and the State Level Selection Committee every year to the Government for taking further action.

(BY ORDER AND THE NAME OF GOVERNOR OF ANDHRA PRADESH)

D.SREENIVASULU
SECRETARY TO GOVERNMENT

To
The Commissioner of Employment and Training,
Andhra Pradesh, Hyderabad

Copy to:

The President, Government ITIs & DLTCs Technical Staff Association,
Hyderabad.

P.S. to M(LET&F, ITIs)

P.S. to M(Higher Education & Technical Education)

P.S. to Secretary to Govt. (LET&F)

P.A. to Joint Secretary to Govt. (LET&F)

Sf/Scs.

//FORWARDED :: BY ORDER//

SECTION OFFICER